

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
AUGUST 25, 2020 – 5:30 PM
Regular Meeting
George Keller Public Assembly Room**

Members Present: Steven Hall and Dale Tekippe

Members Present via Remote Conference: Tracy Boyd (called in at 5:32 p.m.), Terry Gingles and David Parnell

Others Present: USB Recording Secretary Tina Whitcomb

Staff Present: Utility Superintendent Scott Salsbery and Director of Operations Paul Wanner

Chairman Steven Hall called the meeting to order at 5:30 p.m. and announced a quorum.

Mr. Hall asked for a motion to approve the Minutes from the August 11, 2020 regular meeting. Mr. Parnell moved to approve the Minutes and Mr. Gingles seconded the motion. After a roll call vote, the motion was unanimously approved by a vote of 4-0.

Mr. Hall presented the payment of Claims in the amount of \$459,943.28 and the Payroll Voucher for \$112,963.56. Mr. Tekippe moved to approve the claims and payroll voucher and Mr. Parnell seconded the motion. After a roll call vote, the motion was unanimously approved by a vote of 5-0.

Superintendent's Report: Mr. Hall asked Mr. Salsbery to give the Superintendent's Report. Mr. Salsbery discussed the items that were on the agenda. He also stated that the plan is to resume non-payment disconnections starting on September 2, 2020 for the August 10th billing. All amounts in arrears are eligible for payment extension, not just those accrued during the COVID-19 period. The Utility will offer up to six months payment extensions, during which the customer will need to pay their normal monthly bill along with the negotiated past due amount. Typically, payment extensions are offered for one-week and two-week periods. If anything changes with respect to new Executive Orders, the Utility will take appropriate actions at that time. He then stated that the Utility is in the process of installing two test wells in the Fort Harrison Well Field in order to determine suitable locations for future production of wells.

Unfinished Business: There was none.

New Business: Mr. Hall requested a motion for approval of SRF Disbursement Form #92 to Wessler Engineering for \$2,030.00. Mr. Parnell moved to approve the motion and Mr. Gingles seconded the motion. After a roll call vote, the motion was unanimously approved by a vote of 5-0.


Mr. Hall requested a motion for approval of Change Order No. 1 from S.C. Case Excavating, LLC to increase the Brookhaven Water Line Replacement Project by \$17,589.00. Ms. Boyd moved to approve the motion and Mr. Parnell seconded the motion. Following discussion and a roll call vote, the motion was unanimously approved by a vote of 5-0.

Account Adjustments: Mr. Hall requested a motion for approval for a sanitary sewer adjustment for \$338.48 due to a service line leak at 7418 Campfire Run. Mr. Tekippe moved to approve the motion and Mr. Parnell seconded the motion. After a roll call vote, the motion was unanimously approved by a vote of 5-0.

Remonstrations of Ratepayer Dispute Regarding Disconnect Notice: There was none.

Citizen Comments: There was none.

There being no further business to come before the Board, the meeting adjourned at 5:45 p.m. by unanimous vote of the Board.



Steven Hall, Chairman



Tina Whitcomb, Recording Secretary

These Minutes are not intended to be verbatim. They are a summary of discussions held, except for motions.